AMENDMENTS TO THE CLAIMS:

This listing of claims will replace all prior versions, and listings, of claims in the application:

LISTING OF CLAIMS:

1.   (Currently Amended) A method for at least making ready for mailing ~~at least one~~ a plurality of messages intended for ~~at least one~~ a plurality of ~~addressee~~ addressees, comprising:

selecting presentation instructions valid for said ~~at least one message~~ messages, for determining at least one form of presentation of said ~~at least one message~~ messages to said ~~at least one addressee~~ addressees;

transferring a file of content-determining instructions ~~for said~~ determining the content of said ~~at least one message~~ messages and said presentation instructions to a peripheral device for at least making ready for mailing said ~~at least one message~~ messages; and

at least making ready for mailing said ~~at least one message~~ messages in accordance with said file of content-determining instructions and said presentation instructions;

wherein selecting said presentation instructions occurs by selecting a single, priorly stored file of presentation instructions; and

wherein said file of presentation instructions contains instructions concerning the design of the ~~document itself~~ messages themselves and concerning the processing of the ~~document~~ messages.

2.   (Currently Amended) A method according to claim 1, wherein said content-determining instructions comprise printing instructions for driving a printer for printing said ~~at least one message~~ messages as at least one document, and wherein said presentation instructions comprise finishing instructions for finishing said at least one document.

3.   (Original) A method according to claim 1, wherein selecting said file of presentation instructions is carried out by selecting a symbol which represents said file of presentation instructions.

4.   (Currently Amended) A method for at least making ready for mailing a plurality of messages intended for a plurality of addressees, comprising:

selecting presentation instructions valid for said messages, for determining at least one form of presentation of said messages to said addressees;

transferring a file of content-determining instructions determining the content of said messages and said presentation instructions to a peripheral device for at least making ready for mailing said messages; and

at least making ready for mailing said messages in accordance with said file of content-determining instructions and said presentation instructions;

wherein selecting said presentation instructions occurs by selecting a single, priorly stored file of presentation instructions;

wherein said file of presentation instructions contains instructions concerning the design of the messages themselves and concerning the processing of the messages ~~according to claim 3,~~ ; and

wherein selecting said file of presentation instructions is carried out by selecting a symbol which represents said file of presentation instructions;

the method further comprising activating a send dialog program, subsequently displaying at least one symbol which represents a file of presentation instructions; wherein selecting said file of presentation instructions occurs by selecting a symbol which represents said file of presentation instructions, subsequently entering a send command and subsequently at least making ready for mailing said ~~at least one~~ ~~message~~ messages in accordance with said selected file of presentation instructions.

5. (Currently Amended) A method for at least making ready for mailing a plurality of messages intended for a plurality of addressees, comprising:

selecting presentation instructions valid for said messages, for determining at least one form of presentation of said messages to said addressees;

transferring a file of content-determining instructions determining the content of said messages and said presentation instructions to a peripheral device for at least making ready for mailing said messages; and

at least making ready for mailing said messages in accordance with said file of content-determining instructions and said presentation instructions;

wherein selecting said presentation instructions occurs by selecting a single, priorly stored file of presentation instructions;

wherein said file of presentation instructions contains instructions concerning the design of the messages themselves and concerning the processing of the messages; ~~according to claim 1,~~

wherein selecting said presentation instructions occurs under a particular user authorization and by selecting ~~a~~ the single priorly stored file of presentation instructions; and

wherein editing said file of presentation instructions occurs, and is executable, exclusively under a different authorization than said user authorization.

6.   (Currently Amended) A method according to claim 1, wherein in response to ~~the selection of different ones of said at least two files~~ a selection of a different file of presentation instructions, the same peripheral device is driven for at least making ready for mailing ~~said at least one message~~ another plurality of messages.

7.   (Currently Amended) A method according to claim ~~1~~ 5, further comprising, prior to selecting said file of presentation instructions:

generating at least one file of presentation instructions in accordance with data selected or entered under said different authorization than said user authorization; and

storing said file of presentation instructions in said computer-readable memory.

8.   (Original) A method according to claim 7, wherein entering data for said file of presentation instructions occurs utilizing universal, interactive client-server operating interface software.

9.   (Original) A method according to claim 1, further comprising displaying a message composed in accordance with presentation instructions of said selected file.

10.   (Original) A method according to claim 9, wherein displaying said message composed in accordance with presentation instructions of said selected file occurs by means of universal, interactive client-server operating interface software.

11.   (Currently Amended) A method according to claim 1, further comprising displaying, in the form of an animation, successive operations for composing a message composed in accordance with presentation instructions of said selected file.

12.   (Original) A method according to claim 1, further comprising composing a test message in accordance with presentation instructions of said selected file and sending said test message to a location of a client system with which said file of presentation instructions has been selected.

13.   (Original) A method according to claim 1, wherein in response to the selection of said file of presentation instructions through any one of at least two different client systems, the same presentation instructions are used.

14.   (Original) A method according to claim 1, wherein in response to the selection of said file of presentation instructions under any one of at least two different user authorizations, the same presentation instructions are used.

15.   (Currently Amended) A method according to claim 14, wherein said file of presentation instructions is stored centrally for coupling presentation instructions according to said file of presentation instructions to content-determining files in response to drive signals coming from a any one of at least two different client systems.

16.   (Original) A method according to claim 15, wherein in response to addition or deletion of a file of presentation instructions, a list of files of presentation instructions in a memory accessible under said user authorization is updated.

17.   (Original) A method according to claim 16, wherein said list of files of presentation instructions is read and displayed in response to activating a send dialog program.

18.   (Original) A method according to claim 1, further comprising at least one mirror file of presentation instructions coupled to said file of presentation

instructions for modifying said mirror file of presentation instructions in response to modifications made in said file of presentation instructions.

19.   (Currently Amended) A data structure in a computer-processable form, containing a computer program for causing message data to be sent, concerning ~~at least one message~~ a plurality of messages intended for ~~at least one addressee~~ a plurality of addressees, to at least one peripheral device for at least making ready for mailing said ~~at least one message~~ messages, comprising:

instructions for displaying presentation instructions for determining at least one form of presentation of said ~~at least one message~~ messages to said ~~at least one addressee~~ addressees;

instructions for selecting from said presentation instructions presentation instructions valid for said ~~at least one message~~ messages; and

instructions for causing a file of content-determining instructions ~~for~~ determining the content of said ~~at least one message~~ messages and said presentation instructions to be sent to a peripheral device for at least making ready for mailing said ~~at least one message~~ messages;

wherein said instructions for displaying presentation instructions are designed for displaying files of presentation instruction which each represent several presentation instructions;

wherein said presentation instructions are selectable by selecting a single, priorly stored file of presentation instructions; and

wherein said file of presentation instructions contains instructions concerning

the design of the ~~document itself~~ messages themselves and concerning the

processing of the ~~document~~ messages.

20.   (Currently Amended) A data structure according to claim 19, wherein

said content-determining instructions comprise printing instructions for driving a

printer for printing said ~~at least one message~~ messages as at least one document,

and wherein said presentation instructions comprise finishing instructions for

finishing said at least one document.

21.   (Original) A data structure according to claim 19, further comprising

instructions for selectably displaying symbols which each represent one of said files

of presentation instructions.

22.   (Currently Amended) A data structure in a computer-processable form,

containing a computer program for causing message data to be sent, concerning a

plurality of messages intended for a plurality of addressees, to at least one

peripheral device for at least making ready for mailing said messages, comprising:

instructions for displaying presentation instructions for determining at least one

form of presentation of said messages to said addressees;

instructions for selecting from said presentation instructions presentation

instructions valid for said messages; and

instructions for causing a file of content-determining instructions determining the content of said messages and said presentation instructions to be sent to a peripheral device for at least making ready for mailing said messages;

wherein said instructions for displaying presentation instructions are designed for displaying files of presentation instruction which each represent several presentation instructions;

wherein said presentation instructions are selectable by selecting a single, priorly stored file of presentation instructions; and

wherein said file of presentation instructions contains instructions concerning the design of the messages themselves and concerning the processing of the messages; ~~according to claim 21,~~

further comprising instructions for selectably displaying symbols which each represent one of said files of presentation instructions; and

further comprising a send dialog program containing instructions for displaying symbols which each represent one of said files of presentation instructions, and instructions for selecting one of said files of presentation instructions in response to the selection of one of said symbols.

23.   (Currently Amended) A data structure ~~according to claim 19~~ in a computer-processable form, containing a computer program for causing message data to be sent, concerning a plurality of messages intended for a plurality of addressees, to at least one peripheral device for at least making ready for mailing said messages, comprising:

instructions for displaying presentation instructions for determining at least one

form of presentation of said messages to said addressees;

instructions for selecting from said presentation instructions presentation

instructions valid for said messages; and

instructions for causing a file of content-determining instructions determining

the content of said messages and said presentation instructions to be sent to a

peripheral device for at least making ready for mailing said messages;

wherein said instructions for displaying presentation instructions are designed

for displaying files of presentation instruction which each represent several

presentation instructions;

wherein said presentation instructions are selectable by selecting a single,

priorly stored file of presentation instructions;

wherein said file of presentation instructions contains instructions concerning

the design of the messages themselves and concerning the processing of the

messages;

wherein said instructions for selecting said file of content-determining

instructions and for selecting said presentation instructions are operative under a

particular user authorization; and

wherein said files of presentation instructions are exclusively editable under a

different authorization than said user authorization.

24.   (Currently Amended) A data structure according to claim 19,

comprising at least two files of presentation instructions designed for driving the

same peripheral device for at least making ready for mailing differently presented

designs of ~~said at least one message~~ messages.

26.   (Original) A data structure according to claim 19, further comprising an

interactive setting program for generating files of presentation instructions,

comprising:

    instructions for displaying settings concerning presentation instructions;

    instructions for registering settings concerning presentation instructions as part

of a file of presentation instructions in accordance with selected or entered data; and

    instructions for storing in said computer-readable memory said registered

settings concerning presentation instructions as a file of presentation instructions.

26.   (Original) A data structure according to claim 25, wherein said setting

program is designed for cooperation with universal, interactive client-server

operating interface software.

27.   (Original) A data structure according to claim 19, further comprising

instructions for displaying a message composed in accordance with presentation

instructions of said selected file.

28.   (Original) A data structure according to claim 27, wherein said

instructions for displaying said message composed in accordance with presentation

instructions of said selected file are designed for cooperation with universal,

interactive client-server operating interface software.

29.   (Currently Amended) A data structure according to claim 19, further comprising instructions for displaying, in the form of an animation, successive operations for composing a message composed in accordance with presentation instructions of a selected file.

30.   (Original) A data structure according to claim 19, wherein said file of presentation instructions is selectable through any one of at least two different client systems.

31.   (Original) A data structure according to claim 19, wherein said file of presentation instructions is selectable under any one of at least two different user authorizations.

32.   (Original) A data structure according to claim 30, wherein said file of presentation instructions is centrally stored for coupling presentation instructions according to said file of presentation instructions to content-determining files in response to driving signals coming from any one of at least two different client systems.

33.   (Original) A data structure according to claim 32, wherein said file of presentation instructions is coupled with a list of files of presentation instructions in a memory accessible under said user authorization for automatically updating said list upon addition, modification or deletion of a file of presentation instructions.

34.   (Original) A data structure according to claim 33, further comprising a send dialog program with instructions for reading and displaying said list of files of presentation instructions in response to the activation of said send dialog program.

35.   (Original) A data structure according to claim 19, further comprising at least one mirror file of presentation instructions coupled to said file of presentation instructions, for modifying said mirror file of presentation instructions in response to modifications made in said file of presentation instructions.